

**Alabama Workers Compensation Division**  
**IAIABC Claims EDI Release 3**  
**FROI TEST AND PRODUCTION GUIDELINES**

**FROI Testing**

**Appendix I**

**I. EDI Test**

Before starting the testing process with Alabama Workers Compensation Division (AWCD), the following forms must be completed and filed with the AWCD EDI Business Contact:

- **EDI Trading Partner Profile – Appendix C**
- **Transmission Profile – Sender’s Response – Appendix F**
- **Insurer/Claims Administrator ID List – Appendix G**

Each trading partner must test before using EDI to file Workers Compensation claims. For Trading Partners utilizing a Vendor, the Vendor will perform the testing on behalf of the Trading Partner. During the testing process, First Reports of Injury claims already processed with AWCD should be used. The electronic claims test transactions will be compared to applicable claims already on file. The validation results must match.

AWCD EDI Business Contact and EDI Technical Contact will coordinate the date to begin testing with the trading partner. Please notify AWCD EDI Business Contact at least three (3) days prior to sending the first test transmission.

AWCD EDI Business Contact will authorize the trading partner to move from test to production status after successful completion of:

- A. Three (3) consecutive transmissions containing **at least** 10 First Reports of Injury claims each.

Note: The second or third transmissions must contain a correction to a previously submitted form to verify trading partner’s correction process. The third transmission should have no rejects.

OR

- B. For trading partners with a low volume of reports; three (3) consecutive transmissions of **less than** 10 first reports.

Note: The second or third transmissions must contain a correction to a previously submitted form to verify trading partner’s correction process. The third transmission should have no rejects.

**NOTE:** Do not send more than 3 test transmissions unless requested by AWCD EDI Contacts. If the trading partner fails testing, AWCD EDI Contact will notify the trading partner and the next step will be determined.



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**The following FROI MTC's will need to be sent for testing...**

- 00** = ORIGINAL - The original/initial first report transmitted between partners, including retransmission of a First Report that was rejected due to a critical error. A critical error is when a mandatory field does not meet AWCD requirements.
- 01** = CANCEL - When the Claim Administrator becomes aware that the originating FROI needs to be cancelled.
- 02** = CHANGE - A change has been made to a First Report data element. A First Report must have been previously filed.
- AQ** = ACQUIRED CLAIM - When the claim administrator acquires an open or (closed claim for last 12 years).
- AU** = ACQUIRED/UNALLOCATED - When an AQ receives a TR because there is no match, the claim administrator is required to submit an AU.

## **II. Moving from EDI Test to Production:**

After the successful completion of EDI Test, section A or B:

- The trading partner must complete, file, and receive AWCD approval for the EDI Trading Partner Agreement (Appendix B).
- The trading partner will determine when to stop filing the applicable paper claims report and provide this date via Email to AWCD EDI Business Contact for coordination purposes. All First Reports of Injury claims will now be received and processed via EDI.
- The trading partner's EDI status in our system will be changed from test to production. At this time, the trading partner should update its system to production status and begin sending a 'P' in the Test/Production Indicator of the Header Record.
- An electronic acknowledgment will be returned for each electronic transmission received from the trading partner.

## **III. File naming convention:**



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The file naming convention for submitting FROI files to the FTP server is as follows.

- FROI\_feinnumber\_datestamp\_timestamp.txt
- Example: FROI\_123456789\_072020\_090125.TXT

During testing the files will need to be prefixed with TESTFROI

- Example: TESTFROI\_123456789\_072020\_090125.TXT

**Production Changes:**

Trading Partners may add or remove licensed carriers or approved self-insurers by updating its Claims Administrator ID List. Notification of such updates should be sent to AWCD EDI Business Contact within 7 days of the addition or removal.

